

MESSAGE FOR U.S. CITIZENS

U.S. Embassy representatives from the American Citizens Services (ACS) unit of the Consular Section will be in:

DUMAGUETE CITY
Friday, May 6, 2016
8:00am to 11:00am
Manhattan Suites Inn
South Road Calindagan, Dumaguete City

ACS will:

- Accept applications for Passports and Consular Reports of Birth Abroad
- Provide information on registering with the Embassy
- Provide notarial services and affidavits of legal capacity to marry in the Philippines
- **Please note:** Applicants for Citizenship and Passport must read all information on the US Embassy website and bring the completed checklist with you.

Passports:

<http://manila.usembassy.gov/service/passports.html>

CRBAs:

<http://manila.usembassy.gov/service/citizenship.html>

If you do not bring the required documentation and photocopies, we will turn you away and you will have to schedule an appointment at the Embassy.

- The **Social Security Administration** will be available by telephone that will be provided by the ACS during outreach.
- Due to demand, we might not be able to accommodate all applicants for interview or social security calls during the three hours of the outreach and may implement a limit for some services.
- Remember: if you are applying on behalf of a minor applicant, the minor applicant must appear in person.

Please be reminded that services will be provided on a first come, first served basis. Sign-up sheets will be provided at the outreach. However, emergency cases will be given priority.

IMPORTANT NOTICE:

While fees are listed in U.S. Dollars, because of banking issues, we can only accept Philippine pesos as payment for services. Peso exchange rate will be provided during the outreach. Payment must be made in the exact amount, as no change will be available.

SCHEDULE OF FEES

Passports:

Adult (16 and above) Passport Application (DS11)	\$135
Minor (under 16) Passport Application	\$105
Passport Renewal (minor DS11)	\$105
(adult DS82)	\$110

Consular Report of Birth Abroad

\$100

Notarials:

Affidavit of Legal Capacity to Marry	\$50
Affidavit (Subscribed and Sworn To)	\$50
Additional Copy	\$50
Other doc. related to the same transaction	\$50
Acknowledgment of Signature	\$50
Voting registration card or absentee ballot	no fee
Savings Bonds	no fee

Report of Death of an American Citizen

no fee

Selective Service

no fee

Inquiries regarding Immigrant and Non-Immigrant Visas will not be accommodated during the outreach. Inquiries must be made to the U.S. Embassy in Manila by calling (02) 976-8500; (02) 976-8501 or (02) 976-8502 (for calls within the Philippines) or via e-mail to: ConsManilaNIV@state.gov or support-philippines@ustraveldocs.com.

Additional information can be obtained prior to the visit by contacting: American Citizen Services of the U.S. Embassy in Manila, (02) 301-2000 ext. 2246.